

Cal Young Neighborhood Association Charter
Recognized September 6, 1978 – Resolution No. 2994
Amended, February 26, 1981
Revision Adopted April 9, 1990 – Resolution No. 4174
Amended, January 26, 2006

ARTICLE I. NAME

The name of this organization is the Cal Young Neighborhood Association (The Association)

ARTICLE II. GEOGRAPHIC BOUNDARIES

The Cal Young Neighborhood Association encompasses that portion of the territory of the city of Eugene bounded by the Willamette River, Coburg Road, Beltline Road, and the north Eugene city limits. The neighborhood shall be divided into the numbered areas shown on the attached map, which is hereby incorporated by reference. The Executive Committee may from time to time consolidate, subdivide, or alter the area boundaries.

ARTICLE III. PURPOSE

Section 1. Advisory to City. The Association is advisory to the City Council, Planning Commission, and other City boards, commissions, and officials on matters affecting the growth and development of the neighborhood. The Association may develop proposals with respect to land use, zoning, parks, open space and recreation, annexation, housing, community facilities, transportation and traffic, public safety, sanitation, and other activities and public services which affect the neighborhood.

Section 2. Neighborhood Focus. The Association shall address all matters which affect the neighborhood in accordance with the City of Eugene's Neighborhood Organization Recognition Policy, Resolution No. 2554, as amended by Resolution No. 3746, including problems of public safety and economic development.

Section 3. Educational. The Association shall serve in an educational capacity to inform the citizens of the neighborhood. The Association shall encourage and facilitate communication among citizens on matters of common concern.

ARTICLE IV. POWERS

The Association may do whatever is necessary and appropriate to enable it to exercise the powers granted or allowed to it by the Eugene Neighborhood Organization Recognition Policy, Resolution No. 2554, as amended by Resolution No. 3746.

ARTICLE V. PARTICIPATION

Section 1. Entitlement. Participation in the affairs of the Association is open to any 16-year-old or older resident and/or representative of a property owner or business located within the boundaries described in ARTICLE II.

Section 2. Voice and Voting.

- a.) Each person entitled to participate as defined in Section 1 of this ARTICLE is entitled to speak at any General or Executive Committee meeting and is entitled to one participant vote whenever votes are taken, at an Executive Committee-meeting, as provided in ARTICLE VII, Section 7 of this charter. All participants are entitled to one vote on any motion brought before the membership at any General Meeting.
- b.) No absentee voting or voting by proxy shall be allowed.

ARTICLE VI. OFFICERS

Section 1. The officers are a President, Vice President, Secretary-Treasurer, and a Newsletter Editor and shall reside within the Association boundaries.

Section 2. Duties of President. The President shall coordinate and supervise the business and activities of the Executive Committee and The Association. The President shall preside at all meetings of the Executive Committee and all general meetings, serve as an ex-officio member of all committees, and be the primary contact person for and liaison with the City of Eugene.

Section 3. Duties of Vice President. The Vice President shall assist the President upon request. In the absence of the President, or in the President's inability or refusal to act, the Vice President shall execute the duties and powers of the President.

Section 4. Duties of the Secretary-Treasurer. The Secretary-Treasurer shall:

- a.) Record the minutes of all general and executive meetings and maintain on file copies of said minutes, correspondence, attendance lists, and other records;
- b.) Receive all Association funds, deposit them in a bank approved by the Executive Committee, and pay out funds only on notice signed by one other officer and the Secretary-Treasurer.

Section 5. Duties of the Newsletter Editor. The Newsletter Editor shall see to the publication of the Cal Young Neighborhood Association Newsletter.

ARTICLE VII. EXECUTIVE COMMITTEE AND AREA REPRESENTATIVES

Section 1. Executive Committee. The Executive Committee consists of the officers of the Association and one person representing each of the areas of the neighborhood established as provided in Article II.

Section 2. Area Representatives.

- a.) Each Area Representative shall be appointed, and may be reappointed by the President subject to approval by the Executive Committee for a two-year term. The President shall fill by appointment any vacancy in an area representative office subject to Executive Committee approval.
- b.) Eligibility to serve as Area Representative is limited to persons who reside in the area represented.
- c.) Area Representatives shall investigate and report with recommendations to the Executive Committee on applications for land use actions within their areas and shall otherwise facilitate communications between area residents and the Association.

Section 3. Executive Committee Meetings. The Executive Committee shall hold regularly scheduled meetings and may hold special meetings when called by the President or by any three Executive Committee members. All meetings of the Executive Committee are open to the general public.

Section 4. Meeting Procedures: Notices of Meetings, Meeting Agendas and Minutes shall be conducted as outlined in ARTICLE IX MEETINGS.

Section 5. Quorum. A majority of the Executive Committee members constitutes a quorum for the transaction of business. Less than a quorum of the Executive Committee may meet but may not take action on behalf of the Association.

Section 6. Powers. The Executive Committee may exercise the powers of the Association as may be necessary to accomplish the purposes of the Association.

Section 7. Voting.

- a.) Except as otherwise provided in this charter, a majority of a quorum shall be sufficient to determine any matter before the Executive Committee.
- b.) Any matter submitted to a vote of the Executive Committee shall also be submitted to a vote of the participants present at the meeting. Both the vote of the Executive Committee and the vote of participants other than members of the Executive Committee shall be recorded in the minutes.

Section 8. Representation. The President or the President's designee shall present the Association's opinions to the City Council, Planning Commission, or other appropriate decision makers when so authorized by a vote of the Executive Committee. The presentation shall include the number of votes for and against by both the Executive Committee and the participants, and if there is a minority position on an issue, represented by at least one third of those voting in either group, this shall also be presented.

ARTICLE VIII. NOMINATION, ELECTION, AND REMOVAL OF OFFICERS AND EXECUTIVE COMMITTEE MEMBERS.

Section 1. Elections. The officers shall be elected at the annual meeting and shall serve one-year terms.

Section 2. Nominating Committee. A three-member nominating committee shall be appointed by the President prior to the annual meeting. Notice of the creation of the nominating committee and of the annual election shall be published in the Cal Young Neighborhood Association Newsletter prior to the meeting..

Section 3. Candidates. At the annual meeting, the nominating committee shall present the proposed candidates for office. The slate of candidates for office shall be published in the Cal Young Neighborhood Association Newsletter prior to the annual meeting. Additional nominations may be made from the floor at the meeting..

Section 4. Absences. If a member of the Executive Committee is absent for four consecutive meetings, either regular or special, that member's position shall be vacated unless the Committee finds that extraordinary circumstances prevent the member's attendance.

Section 5 Termination. Membership on the Executive Committee terminates at once for anyone who moves from the neighborhood.

Section 6. Vacancies. The Executive Committee shall by appointment fill vacancies in the offices of President, Vice President, Secretary-Treasurer, and Newsletter Editor.

ARTICLE IX MEETINGS

The rules contained in Robert's Rules of Order shall guide the Cal Young Neighborhood Association in all cases in which they are applicable, and in which they are not inconsistent with the charter or by-laws of the Association.

Section 1. General Meetings:

There shall be a minimum of four General Meetings per year, at a time and place to be decided by the Executive Committee. All general meetings of the Association are open to the public. The quorum necessary to transact business at any General Meeting is ten participants.

Section 2. Annual Meetings:

The Annual Association Meeting shall be the first general meeting of the calendar year.

Section 3. Notice of Meetings.

a.) The dates of all regularly scheduled meetings shall be published in the newsletter. In addition, notice of each regularly scheduled meeting shall be separately published in the newsletter issued prior to that meeting, and shall also be provided to the City of Eugene Neighborhood Liaison Office for such additional public notice as may be possible. Notice of special meetings of the Executive Committee shall be given to all Executive Committee members and to the Neighborhood Liaison Office for such public notice as may be possible.

b.) Notice shall include the date, time, and place of each meeting and a summary of the agenda.

Section 4. Meeting Agendas. Meeting agendas shall include all items requested by the President or any two members of the Executive Committee. Any participant may raise and have discussed any additional item not previously on the agenda, but that item shall not be voted upon until the next meeting unless two-thirds of the members present and voting approve a motion to allow voting at the same meeting.

Section 5. Minutes. Minutes shall be kept on file and summaries of actions taken shall be communicated to the Association generally through publication in the Cal Young Neighborhood Association Newsletter.

ARTICLE X. NEIGHBORHOOD NEWSLETTER

Section 1. Name and Purpose. The purpose of the Cal Young Neighborhood Association Newsletter is to distribute information to the neighborhood generally and to provide a forum for free expression of opinions by persons entitled to participate in the Association on issues of interest to the neighborhood.

Section 2. General Policies.

a.) Advocacy positions may be included in the newsletter in an editorial format. The newsletter shall clearly indicate editorial material and guarantee space for timely printing of differing viewpoints.

b.) Commercial advertising shall not be permitted.

c.) The Executive Committee has the ultimate responsibility for the contents of the newsletter.

d.) Each issue of the newsletter shall identify the officers of the neighborhood, the Newsletter Editor, and those compiling that issue, if other than the officers or editor.

e.) Each issue of the newsletter shall include an address or phone number for submission of articles, letters, or other material.

ARTICLE XI. COMMITTEES

The Executive Committee may establish committees to carry out Association business.

ARTICLE XII. AMENDMENTS AND CHARTER REVIEW

This charter may be amended by a majority vote of the participants at any annual meeting of the Association. However, written notice of the proposed amendment must be provided in the Cal Young Neighborhood Association Newsletter prior to the meeting.